

McGUFFEY SCHOOL DISTRICT

SCHOOL BOARD MEETING

THURSDAY, APRIL 19, 2012

The regular meeting of the Board of Directors of the McGuffey School District was held on Thursday, April 19, 2012, at the McGuffey High School Large Group Instruction Room, Claysville, PA. President, Carl Group called the meeting to order at 7:10 p.m.

Roll Call of Board Members was taken. A quorum was established.

ROLL CALL - Present: GROUP, HARDEN, IAMS, LANE,
LEASURE, RICHEY, ROSS, SZYGENDA
Absent: HALL

Also present were Mrs. Beverly Arbore, Superintendent; Ms. Erica Kolat, Assistant Superintendent; Mr. Scott Burchill, Business Administrator, and Solicitor, Christina Lane.

Recognition

Middle School Assistant Middle School Principal Mike Wilson recognized and congratulated Middle School Students of the Month for April:

- Cheyenne Rhoades – grade 6
- Ty Bedillion – grade 7

Middle School Principal Mark Bonus recognized and congratulated the middle school essay contest winners, sponsored by the Pennsylvania American Legion entitled “What More Can Americans Do to Show Their Patriotism:”

- Emily Cole – grade 8
- Kayla Baxendale – grade 8
- Madison Janovich – grade 6

Mrs. McGuier, Gifted Teacher recognized and congratulated GATE students who have won academic competitions this year.

Mr. MacBeth, High School English Teacher recognized and congratulated Drevin Galentine – grade 11 and David Barber – grade 11 for receiving Golden Key Awards for the 2012 Regional Scholastic Art and Writing Awards Competition.

Presentation(s)

Mr. Kamnikar, Middle School Technology Education Teacher and two (2) students from the robotics class completed a presentation on the robotics program at the high school.

Approval of Minutes

Background Information: The minutes of the March 15, 2012, school board meeting are submitted for approval.

MOTION: Harden moved, seconded by Szygenda, administrative recommendation to approve the minutes of the March 15, 2012, school board meeting as submitted.

VOICE VOTE - 8 YES
1 ABSENT (HALL)

Schedule of Bills

Background Information: The Schedule of Bills from 3/15/12 to 4/19/12, check # 53106 to check # 53352, in the amount of \$838,224.73 is presented for approval.

MOTION: Leasure moved, seconded by Harden, administrative recommendation to approve the Schedule of Bills as submitted.

VOICE VOTE - 8 YES
1 ABSENT (HALL)

Treasurer's Report

Background Information: The Treasurer's Report is presented for approval.

MOTION: Leasure moved, seconded by Szygenda, administrative recommendation to approve the Treasurer's Report as submitted.

VOICE VOTE - 8 YES
1 ABSENT (HALL)

Public Participation – agenda items - None

Committee Recommendations

1. Background Information: Matt Myzak, assistant boys' soccer coach, has submitted his letter of resignation.

MOTION: Szygenda moved, seconded by Leasure, administrative recommendation to accept, with regret, the resignation of Matt Myzak as assistant boys' soccer coach and to post and advertise if necessary.

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 ABSENT (HALL)

2. Background Information: Laura Jacob, assistant principal, requests permission to survey high school students in the foreign language classrooms for a graduate study on student engagement with traditional face-to-face and online virtual world learning environments. The student survey is voluntary, anonymous, and does not elicit personal information.

MOTION: Leasure moved, seconded by Lane, administrative recommendation to approve Laura Jacob to survey high school students in foreign language classes on student engagement.

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 ABSENT (HALL)

3. Background Information: Athletic Director Ed Dalton requests approval for seventh grade students to be eligible to participate in strength training activities after school in the fitness area under the same eligibility guidelines currently in place for eighth grade and high school students.

MOTION: Leasure moved, seconded by Szygenda, administrative recommendation to approve request from Ed Dalton to permit seventh grade students to participate in strength training activities in the fitness area after school under the same eligibility guidelines currently in place for eighth grade and high school students.

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 7 YES
1 NO (RICHEY)
1 ABSENT (HALL)

4. Background Information: Employee Assistance Programs or EAP services are offered by employers intently to help employees deal with personal problems that might adversely impact their work performance, health and well-being.

MOTION: Harden moved, seconded by Ross, administrative recommendation to approve an employee assistance program agreement with Washington EAP Services as the provider for McGuffey School District, at a cost of \$1.50 per month per employee. The estimated annual cost is \$5,400. *See attachment*

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 ABSENT (HALL)

5. Background Information: A progress payment for supplies and equipment is requested, as per the HVAC Construction Contract approved at the March 15, 2012 school board meeting, to Lugaila Mechanical, Inc. in the amount of \$7,312.50.

MOTION: Ross moved, seconded by Szygenda, administrative recommendation to approve Application No. 1 and payment in the amount of \$7,312.50 to Lugaila Mechanical, Inc. for the HVAC Upgrade Project.

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 ABSENT (HALL)

6. Background Information: Administration is requesting approval of the proposal from CJL Engineering to design project bids specifications for upgrading the Domestic Water System at McGuffey High School and Claysville Elementary School. Both facilities currently have heater/storage tank unit issues. Also, some pipe modification is necessary to correct a cross connection issue at the high school.

MOTION: Harden moved, seconded by Ross, administrative recommendation to approve CJL Engineering to design Domestic Water System upgrades at McGuffey High School and Claysville Elementary School, at a cost not to exceed \$10,900, pending review of the contract by the districts solicitor.

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 ABSENT (HALL)

Other Business

Superintendent's Report

1. Background Information: Dr. Kristin Whitfield requests homebound instruction for Student A, grade 12, for medical reasons.

MOTION: Szygenda moved, seconded by Leasure, administrative recommendation to approve Application for Homebound Instruction for Student A, grade 12, for medical reasons.

VOICE VOTE - 8 YES
1 ABSENT (HALL)

2. Background Information: Dr. Janine Rihmland requests homebound instruction for Student B, grade 6, for medical reasons.

MOTION: Richey moved, seconded by Harden, administrative recommendation to approve Application for Homebound Instruction for Student B, grade 6, for medical reasons.

VOICE VOTE - 8 YES
1 ABSENT (HALL)

3. Background Information: Presented is the list of candidates from the graduating class of 2012 for the purpose of awarding a diploma provided the requirements of PDE and the McGuffey School District have been fully satisfied.

MOTION: Richey moved, seconded by Harden, administrative recommendation to approve the list of candidates from the graduating class of 2012 for the purpose of awarding a diploma provided the requirements of PDE and the McGuffey School District have been fully satisfied.

VOICE VOTE - 8 YES
1 ABSENT (HALL)

4. Background Information: High School Principal Keith Kucherawy requests approval of the Concurrent Enrollment Agreement between McGuffey School District and Washington and Jefferson College. This agreement is part of the Dual Enrollment Grant for 2012-2013.

MOTION: Lane moved, seconded by Leasure, administrative recommendation to approve the Concurrent Enrollment Agreement between McGuffey School District and Washington and Jefferson College for the 2012-2013 school year. *See attachment*

VOICE VOTE - 8 YES
1 ABSENT (HALL)

5. Background Information: High School Principal Keith Kucherawy requests approval of the Concurrent Enrollment Agreement between McGuffey School District and Community College of Allegheny County. This agreement is part of the Dual Enrollment Grant for 2012-2013.

MOTION: Lane moved, seconded by Harden, administrative recommendation to approve the Concurrent Enrollment Agreement between McGuffey School District and Community College of Allegheny County for the 2012-2013 school year. *See attachment*

VOICE VOTE - 8 YES
1 ABSENT (HALL)

6. Background Information: Through the *Title I–Neglected & Delinquent Institution* funding portion of the Federal Programs Consolidated Application, McGuffey School District would like to contract with the Mel Blount Youth Home to provide one (1) “Qualified Teacher” and one (1) teacher’s assistant for the Educational Summer Program at the Mel Blount Youth Home (June 11 – July 26, 2012).

MOTION: Ross moved, seconded by Leasure, administrative recommendation to approve the Agreement for the Educational Summer Program between the Mel Blount Youth Home and the McGuffey School District to facilitate and accomplish provision and coordination of an Educational Summer Program for the students placed at the Mel Blount Youth Home (June 11 – July 26, 2012).

Discussion followed.

VOICE VOTE - 8 YES
1 ABSENT (HALL)

7. Background Information: Dr. Ryan Snee agrees to continue as school dentist for the 2012-2013 school year at the same cost of \$3.00 per student exam.

MOTION: Ross moved, seconded by Harden, administrative recommendation to approve Dr. Ryan Snee as school dentist for the 2012-2013 school year at the same cost of \$3.00 per student exam.

VOICE VOTE - 8 YES
1 ABSENT (HALL)

8. Background Information: Claysville Family Practice (Dr. Abigail Templeton, Dr. Elizabeth Oshnock, and Dr. Brian Szklinski) agrees to continue performing physicals for students in grades 1, 6, and 11 for the 2012-2013 school year. The stipend will remain the same at \$4,000.00.

MOTION: Szygenda moved, seconded by Leasure, administrative recommendation to approve Claysville Family Practice to perform physicals for students in grades 1, 6, and 11 for the 2012-2013 school year. The stipend will remain the same at \$4,000.00.

VOICE VOTE - 8 YES
1 ABSENT (HALL)

9. Background Information: Dr. Armando Avolio, Jr. agrees to continue as the school physician for the 2012-2013 school year and to perform all sports physicals at the same cost of \$3,500.00.

MOTION: Leasure moved, seconded by Szygenda, administrative recommendation to approve Dr. Armando Avolio, Jr. as school physician for the 2012-2013 school year to perform all sports physicals at the same cost of \$3,500.00.

VOICE VOTE - 8 YES
1 ABSENT (HALL)

10. Background Information: Advanced Orthopaedics & Rehabilitation agrees to continue to provide a physician to attend home football games for the 2012 fall season at the same cost of \$200.00 per game.

MOTION: Ross moved, seconded by Harden, administrative recommendation to approve Advanced Orthopaedics & Rehabilitation to provide a physician for home football games for the 2012 fall season at the same cost of \$200.00 per game.

VOICE VOTE - 8 YES
1 ABSENT (HALL)

Superintendent's Report
For Your Information:

1. Use of Facilities: Total: 11 School: 10 Community: 1

Executive Session

MOTION: Iams moved, seconded by Harden, to hold an executive session to discuss the following:

- Personnel
- Litigation
- Contract
- Attorney advisory

VOICE VOTE - 8 YES
1 ABSENT (HALL)

Executive Session: 7:52 p.m. – 9:17 p.m.

Motions following executive session

1. Background Information: The interview process for the position of cleaner has been completed. The building and shift assignment for this position is as follows:

- Joe Walker Elementary 7 a.m. – 3 p.m.

MOTION: Leasure moved, seconded by Harden, administrative recommendation to hire Brenda Clark Gibson as cleaner, for the assignment listed above and per the terms and conditions of the Collective Bargaining Agreement, McGuffey School District and McGuffey Custodian /Food Service/ Transportation ESP, PSEA /NEA, July 1, 2010 to June 30, 2015, pending receipt of required clearances and medical exams.

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 ABSENT (HALL)

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2. Background Information: The interview process for the position of cleaner has been completed. The building and shift assignment for this position are as follows:

- Claysville Elementary 3 p.m. – 8 p.m.
- Joe Walker Elementary 8 p.m. – 11 p.m.

MOTION: Szygenda moved, seconded by Harden, administrative recommendation to hire Kellie Anderson as cleaner, for the assignment listed above and per the terms and conditions of the Collective Bargaining Agreement, McGuffey School District and McGuffey Custodial/Food Service/ Transportation ESP, PSEA/NEA, July 1, 2010 to June 30, 2015, pending receipt of required clearances and medical exams.

Questions from the Board – None

Questions from the Public - None

VOICE VOTE - 8 YES
1 ABSENT (HALL)

3. Background Information: A Memorandum of Agreement is needed to further define the requirements of mandatory overtime for the district’s custodial and maintenance staff.

MOTION: Ross moved, seconded by Leasure, administrative recommendation to approve the Memorandum of Agreement between the McGuffey School District and McGuffey Custodial/Food Service/ Transportation Educational Support Personnel Association, PSEA/NEA regarding the clarification of mandatory overtime.

Questions from the Board – None

Questions from the Public - None

VOICE VOTE - 8 YES
1 ABSENT (HALL)

4. Background Information: Due to the retirement of High School Principal Keith Kucherawy, Superintendent Beverly Arbore recommends the following administrative realignment effective July 1, 2012:

- Promote Mark Bonus from middle school principal to high school principal with a one time salary adjustment of \$3,000.
- Promote Michael Wilson from assistant middle school principal to middle school principal with a one time salary adjustment of \$3,000.
- Promote Laura Jacob from Claysville Elementary assistant principal to McGuffey Middle School assistant principal with a one time salary adjustment of \$3,000.

MOTION: Leasure moved, seconded by Harden, administrative recommendation to approve the above listed administrative realignment effective July 1, 2012.

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 ABSENT (HALL)

5. Background Information: Due to administrative realignment, a vacancy exists for an elementary assistant principal.

MOTION: Leasure moved, seconded by Richey, administrative recommendation authorizing the administration to advertise for an elementary assistant principal.

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 ABSENT (HALL)

6. Background Information: The coaching evaluation process has been completed for Amanda Burchett as varsity girls' basketball coach. The girls' team finished with an 11-11 overall record.

MOTION: Szygenda moved, seconded by Harden, administrative recommendation to rehire Amanda Burchett as varsity girls' basketball coach at Step A-3 for the 2012-2013 winter season.

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 ABSENT (HALL)

7. Background Information: The coaching evaluation process has been completed for Greg Papsen as varsity boys' basketball coach. The boys' team finished with a 13-8 overall record and qualified for the WPIAL Playoffs.

MOTION: Szygenda moved, seconded by Ross, administrative recommendation to rehire Greg Papson as varsity boys' basketball coach at Step A-3 for the 2012-2013 winter season.

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 ABSENT (HALL)

8. Background Information: The coaching evaluation process has been completed for Howard Ashbrook as varsity rifle coach. The team finished with a 7-8 overall record.

MOTION: Szygenda moved, seconded by Harden, administrative recommendation to rehire Howard Ashbrook as varsity rifle coach at Step B-3 for the 2012-2013 winter season.

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 ABSENT (HALL)

9. Background Information: It is recommended to open the varsity wrestling coach position for the 2012-2013 winter season.

MOTION: Szygenda moved, seconded by Ross, administrative recommendation to post and advertise, if necessary, for the varsity wrestling coach position for the 2012-2013 winter season.

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 ABSENT (HALL)

10. Background Information: Brian Hall, McGuffey School District Board Director, has submitted his letter of resignation effective April 10, 2012.

MOTION: Ross moved, seconded by Harden, administrative recommendation to accept, with regret, the resignation of Brian Hall as McGuffey School District Board Director.

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 OPEN POSITION

11. Background Information: Due to the resignation of Brian Hall as McGuffey School District Board Director, the position must be advertised.

MOTION: Lane moved, seconded by Szygenda, to advertise for candidates to submit applications for the Open Board Position held by Brian Hall, District I [Blaine Township, Donegal Township and Claysville Borough].

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 OPEN POSITION

Personnel

***NOTE – Personnel Agenda Items #1 thru #8 are a combined motion**

1. Background Information: Jamie Butkus, reading specialist, has submitted her official, irrevocable notification to retire effective upon the conclusion of the 2011-2012 school year.

2. Background Information: Mary Lea Dutton, elementary teacher, has submitted her official, irrevocable notification to retire effective upon the conclusion of the 2011-2012 school year.

3. Background Information: Patricia Ann Ferrell, elementary teacher, has submitted her official, irrevocable notification to retire effective upon the conclusion of the 2011-2012 school year.

4. Background Information: Susan Flippin, speech therapist, has submitted her official, irrevocable notification to retire effective upon the conclusion of the 2011-2012 school year.

5. Background Information: Jody Giacomantonio, special education teacher, has submitted her official, irrevocable notification to retire effective upon the conclusion of the 2011-2012 school year.

6. Background Information: Vickie Group, elementary teacher, has submitted her official, irrevocable notification to retire effective upon the conclusion of the 2011-2012 school year.

7. Background Information: Sharon James, health and physical education teacher, has submitted her official, irrevocable notification to retire effective upon the conclusion of the 2011-2012 school year.

8. Background Information: Marty Main, reading specialist, has submitted her official, irrevocable notification to retire effective upon the conclusion of the 2011-2012 school year.

MOTION: Leasure moved, seconded by Harden, administrative recommendation to accept, with regret, the irrevocable notification to retire effective upon the conclusion of the 2011-2012 school year for Jamie Butkus, Mary Lea Dutton, Patricia Ann Ferrell, Susan Flippin, Jody Giacomantonio, Vickie Group, Sharon James and Marty Main.

VOICE VOTE - 8 YES
1 OPEN POSITION

Additional motions following executive session

12. Background Information: Due to retirements and additional special education students, the following vacancies exist:

- Elementary teaching positions: **8**
- Family & Consumer Science (MS): **1**
- Health & Physical Education (MS & HS): **2**
- Library (MS/HS): **1**
- Mathematics (MS): **1**
- Music (MS/HS choral): **1**
- Reading Specialist: **2**
- Science (HS Chemistry): **1**
- Special Education: **3**
- Speech Therapist: **1**
- Technology Education (to teach video): **1** (*new position*)
- Para-Educators – **2** (*new positions*)

MOTION: Lane moved, seconded by Iams, administrative recommendation authorizing the administration to post and if necessary, advertise, for the above listed positions.

Questions from the Board – None
Questions from the Public - None

VOICE VOTE - 8 YES
1 OPEN POSITION

13. Background Information: Subsequent positions may occur as a result of transfers.

MOTION: Lane moved, seconded by Richey, administrative recommendation authorizing the administration to advertise for any subsequent positions that may result from transfers.

Questions from the Board – None

Questions from the Public - None

VOICE VOTE - 8 YES
1 OPEN POSITION

Personnel Agenda Items Continued

9. Background Information: The interview process for placement on the substitute teacher list has been completed for the following individuals: All clearances are current.

- Suzanne Antonucci Certification: English 7-12
- Fiona Welsh Certification: Elementary K-6; Special Education N-12

MOTION: Leasure moved, seconded by Harden, administrative recommendation to approve Suzanne Antonucci and Fiona Welsh for placement on the substitute teacher list.

VOICE VOTE - 8 YES
1 OPEN POSITION

10. Background Information: The interview process for placement on the substitute aide list has been completed for Catherine Wysochanski. All clearances are current.

MOTION: Leasure moved, seconded by Szygenda, administrative recommendation to approve Catherine Wysochanski for placement on the substitute aide list.

VOICE VOTE - 8 YES
1 OPEN POSITION

11. Background Information: Approval is needed for John Cherup, Benita Tharp, and Randy Duvall as drivers for First Student for the remainder of the 2011-2012 school year retroactive to March 26, 2012. All clearances are on file in the Transportation Office.

MOTION: Leasure moved, seconded by Harden, administrative recommendation to approve John Cherup, Benita Tharp and Randy Duvall as drivers for First Student for the remainder of the 2011-2012 school year retroactive to March 26, 2012.

VOICE VOTE - 8 YES
1 OPEN POSITION

12. Background Information: Cathleen Kenefick, food service director, requests permission to add two workers to the cafeteria substitute list.

MOTION: Leasure moved, seconded by Harden, administrative recommendation to approve Jenny Miklavic and Daunice Morgan for placement on the substitute cafeteria list *pending receipt of all required clearances.*

VOICE VOTE - 8 YES
1 OPEN POSITION

13. Background Information: Permission is being requested for Rebecca Milliken, a Seton Hill University student, to student teach with Renee Dickson, high school family & consumer science teacher, from October 15, 2012, through November 30, 2012.

MOTION: Ross moved, seconded by Harden, administrative recommendation to approve the request for Rebecca Milliken to student teach with Renee Dickson at the high school, October 15, 2012, through November 30, 2012, *pending receipt of all required clearances.*

VOICE VOTE - 8 YES
1 OPEN POSITION

14. Background Information: Megan Van Fossan, supervisor of special education, requests permission to attend the *Neglected and Delinquent Conference*, September 24-26, 2012, in Seven Springs, PA. Estimated costs: Registration Fee – NA; Food - \$90.00; Hotel - NA; Mileage –\$88. Total estimated expenses: \$178.00. (*Expenses paid through Access funds*)

MOTION: Leasure moved, seconded by Szygenda, administrative recommendation to approve Megan Van Fossan to attend the *Neglected and Delinquent Conference*, September 24-26, 2012, in Seven Springs, PA.

VOICE VOTE - 8 YES
1 OPEN POSITION

15. Background Information: BlendedSchools.net is providing professional development for online primary contact management that will prepare the administrative team to manage the learning management system that will be used for professional development and course development.

MOTION: Ross moved, seconded by Leasure, administrative recommendation to approve Laura Jacob, Erica Kolat, and Michael Wilson to attend the “Online Primary Contact Management Training” provided by BlendedSchools.net at IU 11 in McVeytown, PA on May 1 & 2, 2012. Estimated Costs Include: Meals = \$225.00; Lodging = \$582.06; and Mileage/Tolls, \$484.00. Total estimated expenses: \$1291.06. (*Expenses paid through Title II, Part A*)

VOICE VOTE - 8 YES
1 OPEN POSITION

16. Background Information: Mark Bonus, middle school principal, and Roger Szuminsky, school police officer, request permission to attend the *Keeping Our Children Safe: Strategies for Schools and Communities Safe Schools Conference*, May 8-9, 2012, in Harrisburg, PA. Estimated costs (for Mark Bonus): Registration \$75.00; Lodging \$226.00; Transportation \$138.84; Meals \$90.00. Total estimated expenses (for Mark Bonus): \$529.84 - *Expenses paid through Title II, Part A*. Estimated costs (for Roger Szuminsky): Registration \$75.00; Lodging \$226.00; Meals \$90.00. Total estimated expenses (for Roger Szuminsky): \$391.00 - *Expenses paid through District funds*. Total estimated expenses (for both): \$920.84.

MOTION: Leasure moved, seconded by Harden, administrative recommendation to approve Mark Bonus and Roger Szuminsky to attend the *Keeping Our Children Safe: Strategies for Schools and Communities Safe Schools Conference*, May 8-9, 2012, in Harrisburg, PA.

VOICE VOTE - 8 YES
1 OPEN POSITION

17. Background Information: Renee Dickson, high school family and consumer science teacher, requests permission to attend the Family and Consumer Sciences Summer Workshop at Pennsylvania State University, July 10-12, 2012. Estimated costs: Registration Fee - \$250.00; Meals - \$50.00; Mileage - approximately \$194.25. Total estimated expenses: \$494.25. (*Expenses paid through Title II, Part A*)

MOTION: Leasure moved, seconded by Harden, administrative recommendation to approve Renee Dickson to attend the Family and Consumer Sciences Summer Workshop at Pennsylvania State University, July 10-12, 2012.

VOICE VOTE - 8 YES
1 OPEN POSITION

18. Background Information: Game site coordinators are employed throughout the school year when necessary to facilitate the management of athletic events, and particularly when two or more athletic events are scheduled at different sites simultaneously. The following stipends apply for middle school, junior high, junior varsity, and non-varsity events: \$30 for two hours maximum plus \$15.00 for each additional hour. The stipend for varsity events is \$50.00 for three hours maximum plus \$16.50 for each additional hour.

MOTION: Ross moved, seconded by Harden, administrative recommendation to approve Mike Malesic as a game site manager *pending receipt of all required clearances.*

ROLL CALL - 7 YES (HARDEN, IAMS, LANE,
LEASURE, RICHEY, ROSS,
SZYGENDA)
1 ABSTENTION (GROUP) *See attachment*
1 OPEN POSITION

19. Background Information: Permission is being requested to hire the following assistant varsity football coaches for the 2012 fall season:

- Jed Hamberger Step B-3
- Justin Crothers Step B-3
- Ryan Daloia Step B-1 (*Pending receipt of all required clearances*)
- Bill Woistman Step B-1 (*Pending receipt of all required clearances*)
- TBD
- Heath Shriver Step C-3
- TBD

MOTION: Richey moved, seconded by Leasure, administrative recommendation to hire the above listed assistant varsity football coaches for the 2012 fall season *pending receipt of all required clearances.*

VOICE VOTE - 8 YES
1 OPEN POSITION

20. Background Information: Permission is being requested to approve the following individuals as **volunteers** for the 2012 fall football season *pending receipt of all required clearances:*

- Jason Kern
- Chad Daloia
- Bob Redlinger

MOTION: Harden moved, seconded by Leasure, administrative recommendation to approve the above listed individuals as **volunteers** for the 2012 fall football season *pending receipt of all required clearances.*

VOICE VOTE - 8 YES
1 OPEN POSITION

Policy

Background Information: The following policies for Section 000 – Local Board Procedures, were proposed for a first reading at the March 15, 2012, school board meeting.

- No. 001 Title: Name and Classification
- No. 002 Title: Authority and Powers
- No. 003 Title: Functions
- No. 003.1 Title: Personnel Hearings
- No. 004 Title: Membership – Section 319 Pg 3 – **shall not**
- No. 005 Title: Organization
- No. 006 Title: Meetings
- No. 007 Title: Distribution
- No. 010 Title: Unlawful Harassment
- No. 011 Title: Board Governance Standards/Code of Conduct

MOTION: Ross moved, seconded by Harden, administrative recommendation to approve the above listed policies for adoption.

VOICE VOTE - 8 YES
1 OPEN POSITION

Business

1. Background Information: The Pennsylvania Department of Education has once more provided funding for the Community Action Southwest Pre-K program in Washington and Greene Counties. A one (1) year Lease Agreement is needed effective July 1, 2012, and ends June 30, 2013, at an annual cost of \$9,000 a year to be paid monthly.

MOTION: Harden moved, seconded by Ross, administrative recommendation to approve the one (1) year Lease Agreement between Community Action Southwest Pre-K program and the McGuffey School District for a classroom at Joe Walker Elementary, as presented. *See attachment*

VOICE VOTE - 8 YES
1 OPEN POSITION

2. Background Information: Two (2) Pitney Bowes mailing system leases are expiring on May 31, 2012. Administration is recommending executing new leases at government pricing for the mail machines at the Administration Office and Joe Walker Elementary School for a 60 month term, as per the fees listed below:

- *Administration* \$75.00/month for DM 100 Desktop mailing system/5 lb integrated weighing platform
- *Joe Walker Elementary* \$70.26/month for DM 100/Moistener mailing system/2 lb integrated weighing platform

MOTION: Leasure moved, seconded by Szygenda, administrative recommendation to approve the Lease Agreements for the Administration Building and Joe Walker Elementary between Pitney Bowes and the McGuffey School District for a term of 60 months beginning June 1, 2012, as presented. *See attachment*

VOICE VOTE - 8 YES
1 OPEN POSITION

3. Background Information: An agreement for technology services is needed for the 2012-2013 school year. The annual fee covers all services except installation of new network equipment.

MOTION: Ross moved, seconded by Leasure, administrative recommendation to approve the Memorandum of Understanding, between McGuffey School District and Computer Center Line Technologies (CCL), entering into a 12 month contract for technology services to begin July 1, 2012, and expire June 30, 2013, at a monthly fee of \$7,000 (\$84,000 per year), as presented. *See attachment*

VOICE VOTE - 8 YES
1 OPEN POSITION

4. Background Information: Peacock Keller has submitted invoice #57401 for fees and costs associated with the county-wide reassessment litigation. McGuffey School District and Washington School District are sharing the expenses of the litigation.

MOTION: Leasure moved, seconded by Harden, administrative recommendation to approve payment to Peacock Keller for invoice #57401 in the amount of \$957.16, as presented.

VOICE VOTE - 8 YES
1 OPEN POSITION

5. Background Information: Pennsylvania Department of Education requires that all approved PlanCon documents and appended materials be entered into the minutes of the School Board.

MOTION: Leasure moved, seconded by Szygenda, administrative recommendation to accept & approve PlanCon Part K Project Refinancing, Issuance of General Obligation Bonds, Series of 2011 to Refund General Obligation Bonds, Series of 2006 (Lease Number 062414) and to Fund Capital Projects (Non-Reimbursable), as received from the Department of Education.

VOICE VOTE - 8 YES
1 OPEN POSITION

6. Background Information: Andrews & Price has submitted invoices with the billing date of March 31, 2012, in the amount of \$2,058.00.

MOTION: Leasure moved, seconded by Harden, administrative recommendation to approve payment to Andrews & Price for invoices with the billing date of March 31, 2012, in the amount of \$2,058.00.

VOICE VOTE - 8 YES
1 OPEN POSITION

7. Background Information: AssetWorks has submitted a proposal to complete a comprehensive property re-inventory appraisal. This proposal focuses on valuation, proof of loss, updating and risk assessment. The appraisal is completed to act in accordance with GASB 34 regulations. The last comprehensive valuation was completed in 2006. Since 2006, supplemental updates have been prepared to comply with GASB 34. It is recommended that a comprehensive re-inventory be done every five (5) years.

MOTION: Leasure moved, seconded by Szygenda, administrative recommendation to accept the 2012 Re-inventory Appraisal Service @ \$4,000 Capitalization Level between McGuffey School District and AssetWorks in the amount of \$4,900 to be completed in July and August 2012. *See attachment*

VOICE VOTE - 8 YES
1 OPEN POSITION

8. Background Information: A wire transfer agreement and money transfer agreement between Community Bank and McGuffey School District are required to initiate a transfer of funds online. The agreements outline the process and controls used for this type of bank transaction. Currently, all transfers are initiated manually at the Claysville Branch.

MOTION: Leasure moved, seconded by Lane, administrative recommendation to approve the Wire Transfer Agreement and Money Transfer Agreement between Community Bank and McGuffey School District as presented.

Discussion followed.

VOICE VOTE - 8 YES
1 OPEN POSITION

9. Background Information: Permission is requested authorizing administration to bid and advertise for three (3) projects to be completed in the summer months of 2012. The authorization to bid these projects in no way obligates the District to proceed with any work. All bids will be evaluated and presented to the Board for approval.

- Seal coat, crack filling and stripping of the asphalt parking lots at all McGuffey facilities
- Floor tile replacement at Claysville Elementary School for the 3rd, 4th and 5th floors
- Replace carpet in the HS/MS Library and offices

MOTION: Leasure moved, seconded by Szygenda, administrative recommendation authorizing administration to bid and advertise for the above listed projects to be completed in the summer months of 2012.

Discussion followed.

VOICE VOTE - 8 YES
 1 OPEN POSITION

10. Background Information: The spring 2012 adult education classes will be completed the week of April 23, 2012. Payment is due to the class instructors at the conclusion of the adult education program.

MOTION: Szygenda moved, seconded by Leasure, administrative recommendation to approve payment to the following spring 2012 adult education instructors in the amount of \$300.00 per instructor at the conclusion of the adult education program:

<u>Instructor</u>	<u>Class</u>	<u>Participants</u>
• Beth D'Alessandro	Aerobics	13
• Bonnie Lushen	Knitting	7
• Christy Wildman	Yoga	8
• Christy Fennell	Zumba	<u>77</u>
	Total	105

VOICE VOTE - 8 YES
 1 OPEN POSITION

11. Background Information: Payment is due to Michele Watson, adult education coordinator, at the conclusion of the spring 2012 adult education program.

MOTION: Harden moved, seconded by Leasure, administrative recommendation to approve payment of \$1325.00 to Michele Watson, adult education coordinator, at the conclusion of the spring 2012 adult education program.

VOICE VOTE - 8 YES
 1 OPEN POSITION

*McGuffey School District
School Board Meeting
Thursday, April 19, 2012*

Business

For Your Information:

1. Budget Expenditure Report
2. Cafeteria Report for March 2012

Solicitor's Report - None

Board Reports

Western Area Career & Technology Center – Scott Harden - None

PSBA Liaison – Jeffrey Ross – Upcoming PSBA meeting at Canon-Mac High School

Citizens Library Representative – TBD

Background Information: During the January 19, 2012, school board meeting, Susanne Fisher, a South Franklin resident, was appointed as Citizens Library representative. Susanne Fisher has resigned as Citizens Library representative.

MOTION: Administrative Recommendation: Appoint _____ to serve as Citizens Library representative.

(NO ACTION TAKEN)

Additional Public Participation (agenda and non-agenda items) - None

Adjournment

MOTION: Harden moved, seconded by Szygenda, that the regular session meeting of April 19, 2012, be adjourned at 9:49 p.m. by a unanimous vote. The next Board meeting will be the regular meeting, which will be held at 7:00 p.m. on Thursday, May 17, 2012, at the McGuffey High School Large Group Instruction Room.

*McGuffey School District
School Board Meeting
Thursday, April 19, 2012*

Recorded by School Board Recording Secretary, Sandra S. Bedillion

Scott P. Burchill, School Board Secretary

Carl Group, School Board President